

For the County/City of \_\_\_\_\_

Questions concerning the preparation of this report should be directed to \_\_\_\_\_

\_\_\_\_\_  
Auditor-Controller

( ) \_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
Date

# MENTAL HEALTH TRUST FUND INSTRUCTIONS

## Instructions for the 2007-08 First Quarter Report.

- ◆ Reports must be returned by **January 12, 2008**, to the State Controller's Office, Division of Accounting and Reporting, County Cost Plans and Local Apportionments Section, P.O. Box 942850, Sacramento, CA 94250.
- ◆ Reports are to be signed by the Director of Mental Health and the County/City Auditor-Controller.
- ◆ Report 2007-08 first quarter deposits made July through September 2007.
- ◆ Refer to the remittance advice received with your payments.
- ◆ **Do not enter amounts in gray areas.**

### Deposits

1. Sales tax
  - a. Allocation  
W & I Code Sec. 17601 In column titled "September," enter the total amount allocated September 27, 2007.
  - b. Less: State Hospital Offset  
W & I Code Sec. 17601 In column titled "September," enter the State Hospital Service contract offsets made in September 2007.  
Note: Counties making direct payments should enter -0- and refer to line 6.
  - c. Less: Managed Care Offset In column titled "September," enter the Managed Care Program offset amount made in September 2007.
  - d. Total Sales Tax Revenue Enter the total of lines 1a, 1b, and 1c.
2. County/City Matching Funds
  - a. Mental Health Match  
W & I Code Sec. 17608.05 Enter the amount of local matching funds deposited from July through September 2007 in accordance with the schedule developed by the State Department of Mental Health.
  - b. Vehicle License Collection  
Allocation In the column titled "September," enter the amount deposited September 27, 2007.
  - c. Vehicle License Fees  
Annual Base In the columns titled "August and September," enter the amount deposited in August and September 2007.
  - d. Total Matching Funds Enter the total of lines 2a, 2b and 2c.
3. Other (identify) Enter and identify all miscellaneous deposits.
4. Total Funds Deposited Enter the total of lines 1d, 2d, and 3.

### Disbursements

5. Transfers to Operating Funds Enter the total amounts transferred to other funds for spending purposes.
6. Other (identify) Enter and identify any other disbursements made during the first quarter.
7. Total Funds Disbursed Enter the total of lines 5 and 6.

### Transfers

8. Transfers In (Out) to Other  
Trust Funds  
W & I Code Sec. 17600.20 Enter the transfers In (Out) between trust fund accounts.

For the County/City of \_\_\_\_\_

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Certification:

\_\_\_\_\_  
Auditor-Controller

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Telephone No.

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Date

# HEALTH TRUST FUND INSTRUCTIONS

## Instructions for the 2007-08 First Quarter Report

- ◆ Reports must be returned by **January 12, 2008**, to State Controller's Office, Division of Accounting and Reporting, County Cost Plans and Local Apportionments Section, P.O. Box 942850, Sacramento, CA 94250.
- ◆ Reports are to be signed by the Director of Health and the County/City Auditor-Controller.
- ◆ Report 2007-08 first quarter deposits made July through September 2007.
- ◆ Refer to the remittance advice received with your payments.
- ◆ **Do not enter amounts in gray areas.**

## Deposits

1. Sales Tax
  - a. Allocation  
W & I Code Sec. 17603 In columns titled "September" enter the total amount allocated September 27, 2007.
  - b. Less: CMSP Offset Enter the amounts of the County Medical Services Program (CMSP) offsets from September 2007. Note: Counties making direct payments should enter -0- and refer to line 6.
  - c. Total Sales Tax Revenue Enter the total of line 1a and 1b.
2. County/City Matching Funds
  - a. Health Match  
W & I Code Sec. 17608.10(a) In columns titled "July, August, and September" enter the gross amount of local matching funds deposited from July through September 2007, based on the schedule shown in W & I Code Section 17608.10.
  - b. Vehicle License Fee  
W & I Code Sec. 17608.10(b)
    - i. Allocation Enter the amount of county/city matching funds deposited as Vehicle License Fees in the columns titled "August, and September," enter the total amount allocated on August 27, and September 27, 2007, respectively.
    - ii. Less: CMSP Offset  
W & I Code Sec. 17604.05 Enter the amount of the County Medical Services Program offset from August through September 2007. Note: Counties making direct payments should enter -0- and refer to line 6.
  - c. Total Matching Funds Enter the total of line 2a, 2b(i), less 2b(ii).
3. Other (identify) Enter and identify all miscellaneous deposits.
4. Total Funds Deposited Enter the total of lines 1c, 2c, and 3.

## Disbursements

5. Transfers to Operating Funds Enter the total amounts transferred to other funds for spending purposes.
6. CMSP Payments Enter the amounts from counties/cities making direct CMSP payments to the Department of Health Services.
7. Other (identify) Enter and identify any other disbursements made during the first quarter.
8. Total Funds Disbursed Enter the total of lines 5, 6, and 7.

## Transfers

9. Transfers In (Out) to Other Trust Funds, W & I Code Sec. 17600. Enter the transfers In (Out) between trust fund accounts.

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# SOCIAL SERVICES TRUST FUND INSTRUCTIONS

## Instructions for the 2007-08 First Quarter Report.

- ◆ Reports must be returned by **January 12, 2008**, to the State Controller's Office, Division of Accounting and Reporting, County Cost Plans and Local Apportionments Section, P.O. Box 942850, Sacramento, CA 94250.
- ◆ Reports are to be signed by the Director of Social Services and the County Auditor-Controller.
- ◆ Report 2007-08 first quarter deposits made July through September 2007.
- ◆ Refer to the remittance advice received with your payments.
- ◆ **Do not enter amounts in gray areas.**

### Deposits

1. Sales Tax
  - a. Allocation In column titled "September," enter the total amount allocated September 27, 2007.
2. Vehicle License Fees
  - a. Vehicle License Fees Annual Base In the columns titled "August and September" enter the amount deposited on August 27, and September 27, 2007 respectively.
3. Other (identify) Enter and identify all miscellaneous deposits.
4. Total Funds Deposited Enter the total of lines 1a, 2a and 3.

### Disbursements

5. Transfers to Operating Funds Enter the total amounts transferred to other funds for spending purposes.
6. Other (identify) Enter and identify any other disbursements made during the first quarter.
7. Total Funds Disbursed Enter the total of lines 5 and 6.

### Transfers

8. Transfers In (Out) to Other Trust Funds Enter the Transfers In (Out) between trust fund accounts.  
W & I Code Sec. 17600.20